



**2002 Summer Encampment Headquarters**  
Minnesota Wing – Civil Air Patrol  
*United States Air Force Auxiliary*  
PO Box 11230, St. Paul, Minnesota 55111-0230

MEMORANDUM FOR ALL BASIC CADETS

01 May 02

From: Maj Vicki Eckhoff, Executive Officer

Subj: Encampment transportation directive

1. It is the responsibility of each member to make it to their respective "hub point" on time and ready for departure at the specified time. The encampment will transport personnel from the hub points to the encampment and back to the hub points.
2. Individual units may, at their own discretion, arrange transportation to encampment hub points. This transportation is done at cost to the unit or the individual member. Units coordinating such transport are requested to contact me so I am aware of such arrangements.
3. The following sites will serve as hub points for the transportation plan. *Cadets: Find your unit and it's associated hub point.* **You must be at the hub point by the listed time. The convoy will leave on-time and without you if you are not there. You will not receive a reimbursement if you are late and miss the convoy.** If you plan on making alternate arrangements for transportation you are required to contact me at 651-388-0398.
  - Twin Cities Air Force Reserve Base: Hub point for ALL GROUP THREE AND GROUP FOUR PERSONNEL. **Meet at the base at 0600 hours on Saturday, 15 June 2002.** You will meet in the parking area near the Base Exchange (look for the large coach bus with "Lee Lines" printed on the side). Prior arrangements must be made with me to leave a vehicle at the base during the encampment.
  - St. Cloud McStop (I-94 McDonald's): Hub point for Northstar, Crow Wing, Morrison County Flight, Hutchinson, Wesota. **Meet in McStop parking lot by 0730 hours on Saturday, 15 June 2002.** Do not plan on leaving vehicles in the parking lot for the duration of the encampment.
  - Duluth, Northland, and Northwest Minnesota Squadron cadets will be contacted separately to discuss travel arrangements.
4. Please be conservative in your packing requirements. Be sure to bring everything listed, but make every effort to limit it to one bag/suitcase plus a carry bag for your uniforms. With the pillows, sleeping bags, and luggage we need to conserve space.
5. You will be under the direction of encampment personnel upon arrival at your hub point. The staff will be evaluating you from the first moment on.
6. Travel uniform will be BDU's. Please report in proper uniform with a cover. **You are also required to bring a bag lunch with you. You will be arriving at Grand Forks AFB after the dining facility closes. If you do not bring a bag lunch you will not be able to eat until dinner.**

VICTORIA ECKHOFF, Major, CAP  
Executive Officer